ENCOUNTER KEYS

DUPLICATE ENCOUNTERS

There is an upward trend of pended encounters for exact duplicates. Please note that for HCFA 1500 (Form A) and Universal Drug (Form C) encounters, if the same service is provided multiple times on the same date, the service must be encountered only once to AHCCCSA, with the units of service field used to indicate the number of times the service was performed. If the same service is encountered on multiple encounter lines, the encounter will pend. Please refer to the "Encounter Reporting User Manual Page 2-2".

"Taste has no system and no proofs."
Susan Sontag

ERROR CODE R295 – MEDICARE REPORTED BUT NOT INDICATED

Wondering why you may have an encounter pending for R295? The Medicare (MDC) Approve and MDC Deduct fields must be blank if the recipient does not have Medicare, otherwise the encounter will pend. If the recipient has Medicare but Medicare denies the service, report zero (0) in the MDC Approve, MDC Deduct and MDC Paid fields.

Please refer to AHCCCS PMMIS system RP150 — Inquire Medicare Coverage screen. This allows Contractors to review the Medicare information that AHCCCS has on file. If the recipient has Medicare and AHCCCS does not show Medicare for the recipient, please complete the Medicare TPL form found in the Encounter Keys for July-August 2000. (If you do not have access to the system, contact your Technical Assistant.).

Dilemmas

For the months of November and December, pended encounters with the following error code conditions will not be sanctioned.

A950 – Data Gathering Error.
Note regarding the above edit. This edit was mentioned in the May-June, 2000 Keys. Due to several system enhancements it is anticipated that most of the encounters currently pending for A950 reprocessed during the encounter cycle. This may result in Contractors suddenly seeing these older (60+ days) encounters on their cycle aged pend reports and pended encounter files. Sanctions will be waived on any encounters delayed because of this issue.

S385 – Service Units Exceed Maximum Allowed (only the 80000 procedure codes and the Dental Codes prior to 10/01/2000).

ADDITIONAL PROCEDURE CODES FOR PROVIDER TYPE 10 AND 19

The following procedure codes have been added to the list of codes for Podiatrist (Provider Type 10) effective with date of service 01/01/2000:

27687 - Gastrocnemius Recession (Eg, Strayer Procedure)
27640 - Partial Excision (Craterization, Saucerization, Or Diaphysectomy)
27641 - Partial Excision (Craterization, Saucerization, Or Diaphysectomy)

The following procedure codes have been added to provider type 19 (Registered Nurse Practitioner) with an effective date of 10/01/1999:

93015 - Cardiovascular stress test using maximal or submaximal treadmill or bicycle exercise, continuous electrocardiographic monitoring, and/or pharmacological stress; with physician supervision, with interpretation and report

93016 – Cardiovascular stress test using maximal or submaximal treadmill physician supervision only, without interpretation and report

93017 – Cardiovascular stress test using maximal or submaximal treadmill tracing only, without interpretation and report

93018 – Cardiovascular stress test using maximal or submaximal treadmill interpretation and report only

HCPCS "S" CODES DILEMMA

Per the HCPCS Millennium Edition 2000, as of 2000, "S" codes have been added to HCPCS. "S" codes are temporary national codes established by the private payers for private payer use. Prior to using "S" codes on insurance claims to private payers, you should consult with the payer to confirm that the "S" codes are acceptable. "S" codes are not valid for Medicare use.

These codes are in the AHCCCS PMMIS system with an AHCCCS Coverage Code of 03 - Covered By AHCCCS/ Not Available for Encounter Reporting. If you have any problems with these codes, contact your Technical Assistant.
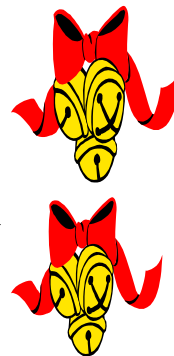
DENTAL HISTORY

DECIDUOUS TEETH

A	Upper Right Molar	B	Upper Right Molar
C	Upper Right Canine	D	Upper Right Lateral Incisor
E	Upper Right Central Incisor	F	Upper Left Central Incisor
G	Upper Left Lateral Incisor	H	Upper Left Canine
I	Upper Left Molar	J	Upper Left Molar
K	Lower Left Molar	L	Lower Left Molar
M	Lower Left Canine	N	Lower Left Lateral Incisor
O	Lower Left Central Incisor	P	Lower Right Central Incisor
Q	Lower Right Lateral Incisor	R	Lower Right Canine
S	Lower Right Molar	T	Lower Right Molar

PERMANENT TEETH

01	UR Third Molar	02	UR Second Molar
03	UR First Molar	04	Bicuspid
05	Bicuspid	06	Cuspid
07	UR Lateral Incisor	08	UR Central Insisor
09	UL Central Incisor	10	UL Lateral Incisor
11	Cuspid	12	Bicuspid
13	Bicuspid	14	UL First Molar
15	UL Second Molar	16	UL Third Molar
17	LL Third Molar	18	LL Second Molar
19	LL First Molar	20	Bicuspid
21	Bicuspid	22	Cuspid
23	LL Lateral Incisor	24	LL Central Incisor
25	LR Central Incisor	26	LR Lateral Incisor
27	Cuspid	28	Bicuspid
29	Bicuspid	30	LR First Molar
31	LR Second Molar	32	LR Third Molar

WINDOWS 2000 FOR FTP VPN?

Per Cisco, the vendor for VPN (Virtual Private Network) the VPN 3000 IPsec clients will be able to run on Windows 2000 before the end of the year. A link to some useful Q and A follows:

http://198.133.219.25/warp/public/779/largeent/learn/technologies/vpn/ttalk_qna_0600.html

SANCTION METHODOLOGY CHANGED

New sanction methodology effective October 1, 2000:

Remove threshold of 100 pended encounters.

Change timeframes and financial penalties as follows:

**0-120 days
NO SANCTION**

**121-180 DAYS –
$5 PER MONTH**

**181-240 DAYS –
$10 PER MONTH**

**241 – 360 DAYS –
$20 PER MONTH**

**361 + DAYS –
$50 PER MONTH**

FTP SERVER ADDRESS AND
REPORT INFORMATION

The FTP VPN server address is 170.68.21.54. FOR ADHS USE ONLY, the FTP address is 170.68.41.1

For your convenience, we have included a listing of files that can be found on the FTP server.

For Outgoing Files

Pathname: ftp/PROD/encounter/HPID/tape/out/FILENAME

HPID = Your numeric Health Plan ID

FILE NAME =   **ADMMDDYY** (Files that contain Adjudicated Encounters from Cycle processing, MMDDYY = Current Date)

CLMMDDYY (Files that contain CCL Records from Cycle processing, MMDDYY = Current Date)

LCMMDDYY (Files that contain Log Records with messages regarding processing of your files in Cycle, MMDDYY =Current Date)

LPMMDDYY (Files that contain Log Records with messages regarding processing of your files in Pre-Syntax, MMDDYY = Current Date)

RCMMDDYY (Files that contain Reports from Cycle processing, MMDDYY = Current Date)

RPMMDDYY (Files that contain Reports from Pre-Snytax processing, MMDDYY = Current Date)

File Name Examples: AD080200   AD = Adjudicated Encounters
                                               CL080200   CL = Pended Encounters
                                               LC080200   LC = Log Records from Cycle Processing
                                               LP080200   LP = Log Records from Pre-Syntax Processing
                                               RC080200   RC = Reports from Cycle Processing
                                               RP080200   RP = Reports from Pre-Syntax Processing

NOTE: Outgoing files will be in **ZIPPED** format

UPDATE ON FTP

As you all know, a few problems were encountered for the November cycle. David Shelburg, Encounter Operations Manager addressed these issues in a memorandum directed to all CEO's and Program Contractors dated November 22, 2000. Your patience and understanding are appreciated while these issues are resolved. Encounters delayed as a result of these issues will be considered for sanction waiver on a case-by-case basis.

PROVIDER & REFERENCE TAPES GOING AWAY

Effective 01/01/2001, Provider & Reference tapes will no longer be provided. This information is available from the AHCCCS FTP server (\ftp\shareinfo).

In addition 3 new monthly reference files have been developed. These files are also available for download from the FTP server. The files are:

ECFLD.TXT – Provides internal field information for each form type.
ECERRFLD.TXT – Provides error to internal field relationship information by error code.
ECERR.TXT – Lists all current encounter error codes and descriptions.

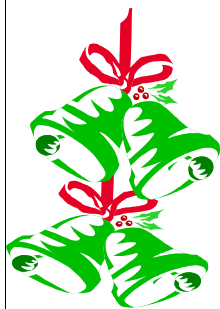## NEW ADDRESS OF THE OUTSIDE SERVER

170.68.41.1

**PROVIDER/REFENCE OUTSIDE SERVER
DIRECTORY STRUCTURE**

FTP   FTP Main Directory

        PROD   PROD Directories

              SHAREINFO   Search Information Directory

                  PROVIDER   Provider Information Directory

Happy Holidays To All!

INSIDE STORY HEADLINE

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own

articles, or include a calendar of upcoming events or a special offer that promotes a new product.

You can also research articles or find "filler" articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you're fin-
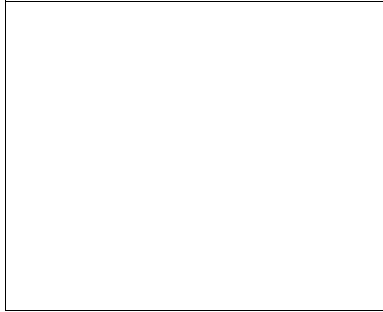
Caption describing picture or graphic.

ished writing your newsletter, convert it to a Web site and post it.

INSIDE STORY HEADLINE

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note

business or economic trends, or make predictions for your customers or clients.

If the newsletter is distributed internally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can also profile new employees or top customers or vendors.

"To catch the reader's attention, place an interesting sentence or quote from the story here."

INSIDE STORY HEADLINE

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you're trying to convey. Avoid selecting images that appear to be out of context.

Microsoft Publisher includes

thousands of clip art images from which you can choose and import into your newsletter. There are also several tools you can use to draw shapes and symbols.

Once you have chosen an
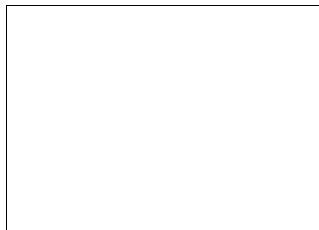
Caption describing picture or graphic.

image, place it close to the article. Be sure to place the caption of the image near the image.